

Identify Principal Officers

Fact Sheet

Non-Candidate Controlled Campaign Committees

Includes: political parties, primarily formed and general purpose committees, PACs, recipient committees that make independent expenditures and small contributor committees.

Identify Principal Officers

The Statement of Organization, Form 410, must identify the name(s) of the committee's principal officer(s). Each committee must list at least one principal officer. If the committee treasurer is the only principal officer of the committee, the treasurer must be identified as both the principal officer and the treasurer. However, it is not required to list the treasurer as a principal officer if another principal officer is identified. A committee with three or fewer principal officers must identify all individuals. A committee with more than three principal officers must designate no fewer than three individuals.

Who is a Principal Officer?

A principal officer is the individual primarily responsible for approving the committee's political activity, including but not limited to the following activities: authorizing the content of the committee's communications, authorizing expenditures, including contributions, and determining the committee's campaign strategy. (FPPC Regulation 18402.1)

Where to File:

All Committees:

Original & one copy

Secretary of State
Political Reform Division
1500 11th Street, Rm 495
Sacramento, CA 95814

County & City Committees:

Copy

Local filing officer who will
receive the original
disclosure statements
(Form 450 or 460).

Method of Filing:

File the Form 410 by first class mail.

State Electronic Filers: File a paper and an electronic version.

Important:

The Form 410 only provides space for one principal officer. Include an attachment for additional names if necessary.

A principal officer does not need to sign the Form 410. The treasurer or assistant treasurer must sign and verify the statement. Committees controlled by a state or local candidate or officeholder are not subject to this requirement.